

LOCAL EMERGENCY PLANNING COMMITTEE

Knox County EMA

301 Park St.-Rockland, ME 04841

Web Site: www.knoxcountymaine.gov/ema

June 5, 2018 LEPC Meeting

Meeting Attendees:

Ray Sisk	Knox County EMA Director	Tim Polky	Saint George
Candice Richards	LEPC Secretary	Robert Williams	ME DEP
Drexell White	ME CDC	Laurie Beckwith	PBMC
Peter Beal	Lyman-Morse	Peta vanVuuren	RDNA

The meeting was called to order at 10:32 a.m. by EMA Director Ray Sisk.

Approval of minutes: 2/6/18 & 4/3/18

- Laurie Beckwith made a motion to approve both sets of minutes. The motion was seconded by Robert Williams. A vote was taken with all in favor.

Secretary's Report:

- Emails from Faith Staples:
4/11: SERC Meeting Minutes
- Emails from Robert Gardner:
5/2: LEPC work plans and budget requests; 5/3: [serc_terc_monthly_update] May 2018 Edition; 5/14: Ammonia Refrigeration List of Key Safety Measures; 5/17: [serc_terc_monthly_update] FLASH Update May 2018; 5/21: Breaking: TRANSCAER Erupting with Lava Hot HazMat News
- Update on 2017 Tier 2 Reports:
All of the reports have been received except for 1 – the Hampton Inn in Thomaston). Candice and Robert Gardner are working to get those facilities to report.
- AR-1 Reports Received:
 - April 17, 2018 – Keepers House, Isle Au Haut #2 heating fuel oil – up to 250 gallons (the amount in the tank). Knox's LEPC found out about this through Robert Gardner as the Coast Guard had reported it to Waldo County dispatch instead of the Knox Regional dispatch. The cleanup process for this is still ongoing. Currently not a threat to the ocean.
 - May 29, 2018 – Knox County Courthouse #2 heating fuel oil – 2 gallons
- Other:
 - LEPC Quarterly Report for reimbursement for January – March of 2018 was submitted to SERC on 4/11/18

Treasurer's Report:

Beginning Balance	Personnel Services Expenses	Gen Operating Expenses	Expense	Revenue	Interest	Ending Balance
\$374.61	\$398.18	\$99.66		\$2,521.43	\$45.43	\$2,443.63

- Peta vanVuuren made a motion to approve both the Secretary and Treasurer's reports. The motion was seconded by Peter Beal. A vote was taken with all in favor.

Training updates: *Knox County LEPC has a \$6,197.46 funding commitment for responder/facility HAZMAT/Chemical Safety related training.*

Dates:	Title:	Location:
June 5 from 8:30 a.m. – 4:30 p.m.	DHS Active Shooter Preparedness Workshop	Jeff's Catering in Brewer
Aug 29, 2018	G-402 ICS Overview for Senior Leaders & Policy Makers	Knox County EMA
Sep 11, 2018 (Tentative) 2-hr	DHS Active Threat (A/T) Workshop	Knox County EMA
Sep 12, 2018 (Tentative) all day	DHS A/T Facility Planning Workshop	Knox County EMA

It was noted that the G-402 is conducted twice a year. The DHS Active Threat Workshop and DHS A/T Facility Planning Workshop are being taught by Bill Delong. The first one is an introductory class and lasts a few hours, while the second class is the other part, which goes for a whole day and teaches you how to do facility planning.

Exercises:

June 21, 2018	PBMC Active Threat Series	<POSTPONED>
June 26-27, 2018	EMCOMM/Field Day	Thomaston Green
July 11, 2018	MLF TTX	Knox EMA

The PBMC Active Threat exercise has been postponed since the law enforcement agencies that intended to participate have been unable to get their training done that needed to be completed first. The EMMCOMM/Field day is an exercise for the Ham Radio club over the course of a couple days on the green area behind the Prison Showroom. Everyone was invited to stop by and see how it's going. The Maine Lobster Festival table-top exercise (TTX) is scheduled for July 11th. There is currently no TTX planned for the Blues Festival, but Ray seemed hopeful that might happen at some point.

New Business:

1. 2019 Knox County LEPC Workplan and Budget

Ray Sisk presented the 2019 Workplan and Budget. Most of the items in the "intended activities and goals" are items that continue from year to year. Some specific changes that Ray noted for 2019:

- Rail service is still expected to be coming to Rockland but we don't know exactly when. Ray hopes to do a safety course later this year. It's better to get some training in ahead of the service being brought this far north.
- Expanding public outreach:
 - Candice had found that this was not being done as often as it should have been before she came to EMA.
 - Peta vanVuuren offered to help organize quarterly informational articles to be published in local papers, suggesting topics such as paint disposal, med collection, household waste, and e-waste.

Ray noted that the budget for 2019 was lowered by \$217 because the SERC lowered all LEPC budgets by 5 percent.

- Laurie Beckwith made a motion to approve the 2019 Knox County LEPC Workplan and Budget as presented. Tim Polky seconded the motion. A vote was taken with all in favor.

2. HazMat Operations Training Provider Application

Ray Sisk explained that Tim Polky and Chris Leavitt will be the teachers. Their qualifications are being provided to SERC for approval. Tim and Ray worked with Robert Gardner on the application. Robert expects the application to be on the July SERC agenda for approval.

- Peta vanVuuren made a motion to approve the HazMat Operations Training Provider Application as presented and to forward it to SERC. Laurie Beckwith seconded the motion. A vote was taken with all in favor.

Miscellaneous:

1. Fire & Ice Demonstration

Peter Beal briefly talked about the demonstration that will be held at Lyman Morse on Wednesday, June 20th at 10:30 a.m. Candice had sent out an email earlier in the day with information on the demonstration if anyone was interested. Please contact Peter if you have any questions.

2. LEPC Membership

Ray Sisk suggested looking at updating the language in the LEPC Bylaws relating to attendance. He felt that the committee needs to have active membership for it to be effective, and suggested that members should maybe be changed to “inactive” status after so many missed meetings, and then at some point be dropped off the membership list if they are still not participating. Ray recommended classifying a member who has missed six consecutive months of meetings (three meetings) as “inactive” followed by removal from LEPC membership after a year (six meetings) of inactivity. This should reduce the number of LEPC members who are members in name only. Committee members seemed to agree it was a good idea to consider Ray’s suggestions and Ray was asked to email out some proposed language changes. Candice will send out the current Bylaws for everyone to review.

3. Next Meeting

The next regular LEPC meeting will be August 7, 2017 at 10:30 a.m. at the Knox County EMA Office.

Adjourn:

- Laurie Beckwith made a motion to adjourn. Peter Beal seconded the motion. A vote was taken with all in favor.

Meeting Adjourned at 11:45 a.m.

Respectfully submitted,

Candice Richards
LEPC Secretary